

Annual Town Meeting

June 29, 2020

7:00PM



**Motions and Recommendations
Submitted by the Select Board**

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Protocol for Annual Town Meeting - 6/29/20

**Town Moderator Update
Protocols for June 29, 2020
Town Meeting 7:00pm**

In the interests of providing a safe environment for the conduct of our Annual Town Meeting and in concert with the overriding effort to protect the public and town employees during the COVID-19 pandemic, the following protocols and procedures will be implemented. All plans and operating procedures have been approved by the Stoneham Board of Health and reviewed by Town and Public Safety officials, and other stakeholders. All the usual standards and accommodations of our Town Meetings will continue, other than where noted.

We will use three entrances for voters by precincts and the main hall, balcony, Select Board Room (will be reserved for those unable to wear masks for health reasons) . We will have banquet hall ready should we need more seating. Each will be equipped with video and an assistant Moderator and a microphone runner. My primary interest is to assure both the safety and legitimacy of our Town Meeting. Updates to these protocols as well as availability of all Town Meeting resources and information can be found at www.stoneham.gov

We will have Two Assistant Moderators assisted by multiple social monitors and microphone runners. Board members will sit on stage behind the Moderator.

The front row on floor will be reserved for Town Administrator, Superintendent of Schools Chair of Finance Board, Town Accountant, Chair of Select Board, Chair of Planning Board and any other person deemed necessary with permission of Moderator.

Risk

- Continuous risk assessment and contingent planning are being conducted throughout the planning of this event and will remain ongoing during the period leading up to Town Meeting. Data related to the spread of COVID-19 in our town strongly suggests that community spread of COVID-19 has significantly slowed and the number of active cases is diminishing. This data supports the responsible phased re-opening and reconstitution of many public and private functions in our town and statewide. If during the period leading to the event community spread or other conditions related to COVID-19 change, local health officials will provide input on the risk assessment. In the case of a negative risk assessment, the Moderator has the ability to postpone the meeting due to a public health/safety issue.

- A record of attendees and participants will be maintained should there be a need for contact tracing.
- All staff and volunteers associated with this event have reviewed and acknowledged the Town of Stoneham COVID-19 Employee Guidance and participated in the self-screening/self-certifying process.

Venue

- The meeting will be held indoor at Town Hall we have purchased large air exhaust fans to help mitigate the air circulation.
- Parking for those with disabilities has been expanded to include a special area in the rear of Town Hall.
- Automobile access will be one way with entrance on Central Street
- Three pedestrian entrances to the building are provided, one fully handicapped accessible and clearly marked in the rear of Town Hall with special access.
- A diagram of the layout can be seen here on the Town website. The layout will be determined by the Facilities Director and the Director of Public Health with the consent of your Moderator.

Pre-meeting and Check-in

- In order to assist in planning we are asking all citizens our space limitations will be strictly adhered to.
- Check-in will begin at 6:00PM. Voters and attendees will line up at each entry point. Family members and others sharing the same household will be allowed to stand and sit together. The line to check-in will be managed by the Emergency Management Department in order to ensure sufficient physical distancing per ground markings.
- Signage detailing safety protocols will be posted at the entrances
- In accordance with the Select Board's Declaration of the State of Emergency, the Town Administrator and the Board of Health have ordered that all individuals wear a mask while attending Town Meeting. Individuals who are unable to wear a mask due to a medical condition

or disability are exempt from this requirement and will be accommodated. No children will be allowed to attend this meeting, there will be no babysitting services.

- Masks or face coverings will be required upon exiting from your automobile and remain in place throughout check-in and the meeting. If a resident cannot wear a mask for medical reasons a separate area will be set up to accommodate voters without face coverings. The Town will provide masks for those who do not have them. Anyone who is able to wear a mask and refuses to do so will be considered out of compliance with the Town Administrator's order.
- Double tables will be installed and check-in will be by electronic poll pad requiring attendees to state their name and address. Names should be stated loudly and clearly. Masked and gloved staff will manage the process.
- All presentations for the meeting will be available at least 24 hours ahead of time at www.stoneham-ma.gov down load them to a laptop, phone or other device, if available.
- Paper copies of each presentation will be printed a minimum of 72 hours beforehand and be provided to all who wish. Petitioners with presentations must provide them to the moderator at least 7 days before the meeting and assure sufficient copies for all anticipated attendees.
- Visual screens will be available at the meeting in each room as well as hearing devices.

Seating

- All seats, materials, implements and venue will be properly sanitized before the meeting. Seats will be set up for single attendees, two attendees in the same household, and, if more than two in a single household group, specially arranged. This allows 14 foot walking paths all around and 8 feet between chairs.
- You will be asked to remain in your seats and area at all times except to speak, utilize a rest room, or exit the venue.
- A single bottle of water will be at each seat. Please plan to bring additional water.
- No congregation of people will be allowed at any time.
- Child care will not be provided.

- All seating will be directly off a dedicated aisle so that no crossing of paths to a seat is necessary. Please follow the directions of monitors to assure safe seating.
- All foot traffic will be one way at all times. Traffic flow patterns will be indicated.
- Social distancing monitors will be on hand to remind attendees of their shared obligation for safety of each of our neighbors in attendance.
- Only registered voters and family members will be allowed in the venue. All non-voters will be escorted to stage. A non-voter with business at the meeting must be pre-cleared for attendance by the moderator at least 72 hours before commencement of the meeting.

The Meeting

- The meeting will be conducted as close to our normal experience as possible while adhering to the deliberative process of any town meeting.
- It is important for all of us to abide by physical distancing standards and other proper behaviors to ensure that we are not creating unnecessary risks to our health and well-being of others during this pandemic.
- Your courtesy is sought to limit comment and questions to that which is necessary and non-repetitive. Statements simply stating support or opposition are discouraged. Questions and new information are encouraged for the benefit of the meeting.
- Efforts by town officials and other petitioners are ongoing to make citizens fully aware prior to the meeting of the articles and their merit.
- Expect that the Moderator will take articles out of order, as we have done many times, so that a hierarchy of the most important matters that need to be dealt with are fully heard and acted upon early in the meeting. In addition, the consent agenda for routine and non-controversial articles will be expanded.
- There will be no voice votes. All votes will be by raising of hands first visually observed with a declaration of the moderator, then standing count, if necessary.
- If we do not complete the full warrant, the meeting may be adjourned to a proximate date or dissolved with full intent to hold a subsequent meeting in the moderate future, as necessary. The

latter may be necessary as the Department of Revenue Division of Local Services advises that town meeting adopt its budget as the principal business of the meeting. If we can't conclude the meeting in one night, refer the other articles back to the sponsors and put them on for a special meeting, so that the town does not have to adopt a 1/12 budget.

- Considered debate is a hallmark of Town Meeting. Microphones will be brought to you at your seat no one will leave their area, except those in the over flow room. Should one wish to speak, raise your hand and a microphone runner will come to you. Once you speak hold it until you are finished with the microphone. Only one For those in the queue wishing to speak, please stand at your seats until recognized by the Moderator the microphone runner will social distancing as guided by a designated social monitor.

- Face coverings may be removed when an attendee speaks but only for the period when one is speaking. This is a universal standard for all, including officials and the Moderator.

- Microphones will be treated with an industry sanctioned antiseptic to ensure safety. Windscreens on the microphone will be replaced after each use. Hand sanitizer will be available for the use of each speaker as they approached by microphone runners for the microphone.

- Motions made and seconded under the articles will go to debate. They will be read unless they are readily available in pre-printed and downloaded form. Please be sure to review the Finance Committee report and the complete preprinted warrant available at www.Stoneham-ma.gov

Post the Meeting and Other Matters

- When the meeting is adjourned, please stay in place. A metered process will be directed by staff to ensure safe and orderly exit. The Social Monitors will finish from the back of the hall first please follow directions .adhering to all directions.

- Stoneham Police Department will assist with traffic and encourage gatherings to disperse.

- In the event of poor weather forecast the meeting may be postponed. A reverse 911 call will alert all and notice will be posted on the town web site. See Weather Protocol below for full details.

- Bathrooms are located downstairs will be open.

- Hand sanitizing stations will be available throughout the venue.
- Town Meeting will be broadcast live on Comcast Channel 22, Verizon Channel 36 , RCN Channel 15

Weather Protocol

- If at that time there is some indicator of an extreme weather factor (predicted storm(s), extreme heat/cold) the event will be evaluated and public notified by reverse 911 call
- One day prior the predicted weather for the time of the event will be evaluated. If the weather will not support the event it will be deemed a “no go” and postponed.
- Due to the logistic concerns and set up requirement, an early decision should be made. The lines for check in may be long so we want all to be safe.

Each citizen needs to make their own judgment whether to attend. I respect that personal decision and endeavor to make the conduct of the meeting as safe as reasonably possible, guided by state and local public health authorities. I want to ensure you Public Health and safety are our first concerns. Please know that the Governor has signed emergency legislation authorizing the Moderator, after consulting public health officials and the Select Board, to recess the meeting for up to 30 days, and to do so repeatedly if necessary. I will be monitoring the situation with State and Town officials, and if necessary will not hesitate to reschedule the meeting in order to preserve the safety of our neighbors and the legitimacy of Town Meeting as a deliberative legislative body.

Open Town Meeting is your right, as your Moderator I ask you to not come if you are ill or unable to adhere to the rules of the “new” normal Town Meeting. These are challenging times and we need everyone’s cooperation and trust for your safety and those of us in leadership!

Jeanne E. Craigie

Moderator Town of Stoneham

DEFINITION OF TERMS

CHERRY SHEET – So-called because of its color, this is a balance sheet issued each year by the State. It charges our Town with its share of expenses for running various state agencies and county government. It credits our Town with its share of corporate excise tax, income tax, sales and use tax and Massachusetts School funds (State Aid). The Assessors are required to use the estimates in developing the tax rate.

APPROPRIATION – An authorization by Town Meeting to spend money for a particular purpose.

AVAILABLE FUNDS – (Sometimes called “Free Cash”) Money left over from the previous fiscal year as a result of budget under runs and/or under estimates of revenues.

GENERAL FUND – The fund into which the general (non-earmarked) revenues of the municipality are deposited and from which money is appropriated to pay the general expenses of the municipality.

LOCAL RECEIPTS – Also called “Estimated Receipts”. Examples are motor vehicles excise tax, license and permit fees, and interest income; all of which must be “estimated” in projecting annual budget funding sources.

OVERLAY – The overlay is the amount raised by the Assessors in excess of appropriations and other charges for the purpose of creating a fund to cover abatements granted and avoiding fractions.

BOND ANTICIPATION NOTE (BAN) – Short-term note of a government, sold in anticipation of bond issuance. BANs are full faith and credit obligations.

RESERVE FUND – A sum appropriated at Town Meeting, not to exceed 5% of the tax levy for that fiscal year. This fund is to provide for extraordinary or unforeseen expenditures. No direct drafts against this fund can be made, but transfers from the Fund may be voted by the Finance and Advisory Board.

REVOLVING FUNDS – These accounts can contain money either from specific sources or from taxation or both. The Treasurer can draw money from these accounts without an appropriation by town meeting vote. None of these funds go to Surplus Revenue on June 30th.

PARLIAMENTARY PROCEDURE: A REFERENCE SHEET FOR TOWN MEETING

Parliamentary law is based on the premise that a deliberating body of persons is a free agent that the will of the majority prevails, but that the rights of all members of the group are respected.

The descriptions below pertain to some major elements and rules and methods used when a meeting follows parliamentary procedure, such as a Town Meeting. It was drawn up abbreviated in this form to assist you in understanding and participating in the procedures at Town Meeting.

- 1) **A MOTION** is a proposal that the assembly take a certain action or position. It is necessary to obtain the floor before one can make a specific motion and open it for discussion by the group. The motion must also be submitted in writing. Most motions must be seconded. (An exception would be a question of order, or an inquiry, etc.)
- 2) **TO OBTAIN THE FLOOR** it is necessary to be recognized by the Chairperson or Moderator. One should stand, address the chair: “Mr. Moderator” and be acknowledged. The speaker should state his name and address for the record. A member who has already had the floor in debate of a certain pending question may not debate the question again, provided the floor is claimed by one who has not yet spoken on that question.
- 3) **AN AMENDMENT** is a secondary motion, which charges the original motion somewhat (by adding or deleting a word or phrase, or substituting word or words). The amendment is voted on, the debate returns to the original motion, as amended, if the amendment is approved.
- 4) **DEBATE** refers to the discussion of the merits of the proposal or opposition to it; sometimes the Moderator will alternate speakers for and against the motion. Debate must pertain to the immediate pending question only - - the motion on the floor. Irrelevant issues are out of order.
- 5) **MOVE OR CALL THE QUESTION** is a motion that supersedes a previous motion and is a method to end debate. When the question has been moved, the Moderator calls for a vote to end debate; if two-thirds of the assembly votes yes, the debate is ended, and the group must then vote on the pending question. If the vote fails, debate resumes.
- 6) **PUTTING THE QUESTION** – when the debate ends, the Moderator asks if the group is ready for the question, fully states the motion to be voted on, and then calls for the “ayes” and “nays”.
- 7) **MOVE FOR RECONSIDERATION** – A motion can only be reconsidered once, so, often at Town Meetings proponents of a motion which has passed will move to reconsider, and ask that the assembly vote no, so that the matter is closed. However, if an assembly agrees by a two-thirds vote to reconsider a proposal, the debate opens

as if the previous debate has not already taken place.

- 8) **CONSENT AGENDA-** A consent agenda's purpose is to act expeditiously upon certain types of articles that historically have generated no controversy and can reasonably be voted upon without debate. With a consent agenda, a number of articles can be addressed with a single vote, thereby ensuring that a greater proportion of Town Meeting's time is dedicated to articles that are the subject of genuine debate.

When the Consent Agenda is called, the Moderator will read out the number of each article, one by one. If a voter has a question or concern about a particular article's inclusion on the Consent Agenda, s/he should say "hold" when the article's number is called. If the purpose of the "hold" is only to ask a simple question, the Moderator will attempt to get the question answered quickly with the goal of leaving the article on the Consent Agenda. Failing that, or if the article is held for debate, the article will be removed from the Consent Agenda. After each article has been called, the Moderator will ask Town Meeting to pass all articles on the Consent Agenda that have not been otherwise removed in two separate votes (one for motions requiring a majority vote and one for motions requiring a 2/3rds vote, if any). It is hoped that voters will remove articles from the Consent Agenda only in cases where genuine concern exists.

Prepared by the League of Women Voters of Stoneham. Roberts Rules of Order – Revised was used as a reference.

2020 Stoneham Annual Town Meeting Consent Agenda

A consent agenda's purpose is to act expeditiously upon certain types of articles that historically have generated no controversy and can reasonably be voted upon without debate. With a consent agenda, several articles can be addressed with a single vote, thereby ensuring that a greater proportion of Town Meeting's time is dedicated to articles that are the subject of genuine debate.

When the Consent Agenda is called, the Moderator will read out the number of each article, one by one. If a voter has a question or concern about a particular article's inclusion on the Consent Agenda, s/he should say "hold" when the article's number is called. If the purpose of the "hold" is only to ask a simple question, the Moderator will attempt to get the question answered quickly with the goal of leaving the article on the Consent Agenda. Failing that, or if the article is held for debate, the article will be removed from the Consent Agenda. After each article has been called, the Moderator will ask Town Meeting to pass all articles on the Consent Agenda that have not been otherwise removed in two separate votes (one for motions requiring a majority vote and one for motions requiring a 2/3rds vote). It is hoped that voters will remove articles from the Consent Agenda only in cases where genuine concern exists.

The Consent Agenda, included below, will be taken up before Article 1 of the Annual Town Meeting on Monday, June 29, 2020.

MOTION (for articles requiring a majority vote): *I move that the Town vote to take out of order Articles 1, 2, 3, 4, and 15, and that they be "passed by consent" in accordance with the motions shown on the "2020 Stoneham Annual Town Meeting Consent Agenda" as made available to Town Meeting attendees.*

ARTICLE 1: To choose the following officers:

Two (2) Select Board Members for three (3) years.

Two (2) School Committee Member for three (3) years.

One (1) Board of Health Member for three (3) years.

One (1) Planning Board Member for (5) years.

One (1) Board of Assessors Member for three (3) years.

Two (2) Library Trustees for three (3) years.

One (1) Housing Authority Member for five (5) years.

Requested by Select Board.

MOTION: *Move that the Town choose the officers at municipal election as written in the June 29, 2020 Annual Town Meeting Warrant*

ARTICLE 2: To choose all other necessary Town officers for the ensuing year in such a manner as the Town may determine. *Requested by the Select Board*

MOTION: *Move that the Town choose necessary Town Officers for Fiscal Year 2021.*

ARTICLE 3: To hear reports of Town officers and committees and to act thereon and to choose committees, or do anything in relation thereto. *Requested by the Board of Selectmen.*

MOTION: Move that the Town vote to receive the reports of Town officers and committees.

ARTICLE 4: To see if the Town will vote to fix the salaries of the several elected officers and the Boards of the Town for Fiscal Year 2021 as follows:

Town Moderator	\$200
Board of Assessors	\$1,200
Select Board	\$3,000
Town Clerk	\$80,495

or do anything in relation thereto.

Requested by the Select Board

MOTION: Move that the Town vote to fix the salaries of the Town Moderator at \$200, members of the Board of Assessors at \$1,200, members of the Select Board at \$3,000, and Town Clerk at \$80,495.

ARTICLE 15: To see if the town will vote to fix the maximum amount that may be spent during Fiscal Year 2021 beginning on July 1, 2020 for the revolving funds established in the town by-laws for certain departments, boards, committees, agencies or officers in accordance with Massachusetts General Laws Chapter 44, Section 53E1/2 [SEE CHART IN JUNE 29, 2020 ANNUAL TOWN MEETING WARRANT, or do anything in relation thereto.

Requested by the Select Board.

MOTION: Move that the town fix the maximum amount that may be spent during Fiscal Year 2021 beginning on July 1, 2020 for the revolving funds established by town by-laws for certain departments, boards, committees, agencies or officers in accordance with Massachusetts General Laws Chapter 44, Section 53E1/2 as set forth in the Chart included in the June 29, 2020 Annual Town Meeting Warrant.

2020 Stoneham Annual Town Meeting Indefinite Postponements

Prior to the commencement of Town Meeting, the Moderator has been informed that proponents of certain articles intended to move their articles for indefinite postponement. As a result, following action on the above Consent Agenda, the Moderator will entertain a motion to, with a single majority vote (i) take these articles out of order and (ii) indefinitely postpone action on each of them.

MOTION: I move that the Town vote to take out of order Articles 6 and 7 that each such article be indefinitely postponed

MOTIONS AND RECOMMENDATIONS

Article 2: To choose all other necessary Town officers for the ensuing year in such a manner as the Town may determine.

Select Board

Motion: Move that the Town choose necessary Town Officers for Fiscal Year 2021.

Moving Party: Select Board

Required Vote: Majority Vote

Select Board: Favorable (4-0)

Finance and Advisory Board: Favorable

Comment: The Finance and Advisory Board voted unanimously for favorable action on Article 2. These are administrative functions of the town and occur every year.

Article 3: To hear reports of Town officers and committees and to act thereon and to choose committees, or do anything in relation thereto.

Select Board

Motion: Move that the Town vote to receive the reports of Town officers and committees.

Moving Party: Select Board

Required Vote: Majority Vote

Select Board: Favorable (4-0)

Finance and Advisory Board: Favorable

Comment: The Finance and Advisory Board voted unanimously for favorable action on Article 3. These are administrative functions of the town and occur every year.

Article 4: To see if the Town will vote to fix the salaries of the several elected officers and the Boards of the Town for Fiscal Year 2021 as follows:

Town Moderator \$200

Board of Assessors	\$1,200
Select Board	\$3,000
Town Clerk	\$80,495

or do anything in relation thereto.

Select Board

Motion: Move that the Town vote to fix the salaries of the Town Moderator at \$200, members of the Board of Assessors at \$1,200, members of the Select Board at \$3,000, and Town Clerk at \$80,495.

Moving Party: Select Board

Required Vote: Majority Vote

Select Board: Favorable (4-0)

Finance and Advisory Board: Favorable

Comment: The Finance and Advisory Board voted unanimously for favorable action on Article 4. These are administrative functions of the town and occur every year.

Article 5: To see if the Town will vote to amend the Stoneham Town Code, Chapter 15, Zoning by-law by deleting the existing Sections 4.10.2.4, Section 4.10.3, and 4.10.3.1, and inserting new Sections 4.10.2.4, Section 4.10.3, and 4.10.3 in place thereof as follows:

4.10 RECREATION/OPEN SPACE DISTRICT

4.10.2.4 Recreational, cultural, civic and not for profit uses when the land/structures are owned by the Town of Stoneham.

4.10.3 Uses Permitted on a Special Permit Granted by the Planning Board and Site Plan Approval by the Select Board: (5-5-87, Art. 15) (See Editor's note below)

4.10.3.1 Recreational, cultural, civil and not for profit uses when the land/structures are not owned by the Town of Stoneham.

or do anything in relation thereto.

Planning Board

Motion: Move that the Town amend the Stoneham Town Code, Chapter 15, Zoning by-law by deleting the existing Sections 4.10.2.4, Section 4.10.3, and 4.10.3.1, and inserting new Sections 4.10.2.4, Section 4.10.3, and 4.10.3 in place thereof as follows:

4.10 RECREATION/OPEN SPACE DISTRICT

- 4.10.2.4 Recreational, cultural, civic and not for profit uses when the land/structures are owned by the Town of Stoneham.
- 4.10.3 Uses Permitted on a Special Permit Granted by the Planning Board and Site Plan Approval by the Select Board: (5-5-87, Art. 15) (See Editor's note below)
- 4.10.3.1 Recreational, cultural, civic and not for profit uses when the land/structures are not owned by the Town of Stoneham.

Moving Party: Planning Board

Required Vote: 2/3 Vote

Select Board: No recommendation

Finance and Advisory Board: Favorable

Comment: The Finance and Advisory Board voted unanimously for favorable action on Article 5. This article is cleaning up a portion of the Town Code.

Article 6: To see if the Town will vote to amend the Stoneham Town Code, Chapter 18, Board of Appeals, Section 18-5. Quorum, by deleting the existing section 18-5 and inserting the following new section 18-5 in place thereof, as follows:

Sec. 18-5 Quorum

A quorum, when acting on an appeal, special permit or variance, shall consist of not less than four members. In accordance with G. L. c. 40A sec. 15, a petition may proceed at the petitioner's option before a board consisting of four members, with the requirement that the granting of the petition would need the unanimous approval of the four members. If the petitioner elects instead to proceed before the full board (consisting of all five members), upon receipt of a written request to proceed before

a full board, the chairman shall reschedule the hearing. The clerk shall notify all abutters and other persons who may have displayed an interest in the matter before the board and who have filed their name and address with the clerk, of the time and place of the rescheduled hearing. There shall be no additional fee charged to the appellant in the case of a rescheduled hearing pursuant to this section.”

or do anything in relation thereto.

Board of Appeals

Motion: Indefinitely postponed

Moving Party: Board of Appeals

Required Vote: Majority Vote

Select Board: No recommendation

Finance and Advisory Board: The Finance and Advisory Board recommends no action on Article 6.

Article 7: To see if the Town will vote to amend the Stoneham Town Code, Chapter 18, Board of Appeals, Section 18-24. Reconsideration, by deleting the existing section 18-24 and inserting the following new section 18-24 in place thereof, as follows:

Sec. 18-24. Reconsideration.

No vote will be reconsidered after adjournment of the meeting at which such vote was passed.

or do anything in relation thereto.

Board of Appeals

Motion: Indefinitely postponed

Moving Party: Board of Appeals

Required Vote: Majority Vote

Select Board: No recommendation

Finance and Advisory Board: The Finance and Advisory Board recommends no action on Article 7.

Article 8: To see if the Town will vote to raise and appropriate from taxation or by transfer from available funds, such sums as may be necessary to defray Town charges for the ensuing fiscal year, including debt and interest and a reserve fund, or do anything in relation thereto.

Select Board

Motions:

- A.** Move that the Town raise and appropriate \$71,401,224 for a total Operating Budget and to defray the expenses of the Town, and for the purposes as Itemized in Exhibit A, to meet said appropriation, transfer the sum of \$603,000 from Surplus Revenue (Free Cash).
- B.** Move that the Town Appropriate \$6,203,334 for costs of operations of the Sewer Enterprise Fund as itemized in Exhibit A, and to meet said appropriation raise \$6,203,334 from Sewer Receipts.
- C.** Move that the Town Appropriate \$4,368,837 for costs of operations of the Water Enterprise Fund as itemized in Exhibit A, and to meet said appropriation raise \$4,788,954 from Water Receipts.

Moving Party: Select Board

Required Vote: Majority Vote

Select Board: Favorable (4-1)

Finance and Advisory Board: Favorable

Comment: The Finance and Advisory Board voted unanimously for favorable action on Article 8. The Board recognizes the reductions taken by departments across the town and the collaboration necessary to achieve a balanced proposal. We believe the FY21 Budget Recommendation should receive a favorable vote by Town Meeting.

Article 9: To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow the sum of \$590,500 for the capital projects set forth below, including all incidental and related costs and to authorize the Treasurer with the approval of the Select Board, to borrow all or a portion of said sum under the applicable provisions of M.G.L. c. 44 or any other enabling authority, or do anything in relation thereto.

Department	Amount	FY21 Funded Projects (Bonding)	Funding Source
Department of Public Works	\$ 80,000.00	Dump Truck VW Grant Match	Bonding
Department of Public Works	\$ 45,000.00	Sewer/Drain Line Video Inspection Camera	Bonding-Sewer
Department of Public Works	\$ 425,000.00	Pump/Vac Truck	Bonding-Sewer
Total	550,000.00		

Department	Amount	FY21 Funded Projects (Other Sources)	Funding Source
GIS/MIS/Assessing	\$ 40,500.00	AssessPro 5.0 Software Upgrade	Overlay
Total	40,500.00		

Select Board

Motion: Move that the Town vote to appropriate the sum of \$590,500 for the capital projects set forth in Article 8 of the June 29, 2020 Annual Town Meeting Warrant, and to meet said appropriation, authorize the Town Treasurer, with the approval of the Select Board, to borrow a sum not to exceed \$470,000 for the Capital Projects specified in said Article 8, as those expected to be funded by bonding, including all costs incidental and related thereto, and to issue bonds and notes therefor under G.L. c.44, Section 7(1) or any other enabling authority, said funds to be expended under the general supervision of the Town Administrator and supervision of the department head for which the sums have been appropriated, and further that the sum of \$80,000 be transferred from Surplus Revenue (Free Cash) and \$40,500 be transferred from Overlay Surplus to fund the remaining capital projects, including all costs incidental and related thereto. Any premium received by the Town upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of project costs approved by this vote in accordance with Chapter 44, Section 20 of the General Laws, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount.

Department	Amount	FY21 Funded Projects (Bonding)	Funding Source
Department of Public Works	\$ 80,000.00	Dump Truck VW Grant Match	Bonding
Department of Public Works	\$ 45,000.00	Sewer/Drain Line Video Inspection Camera	Bonding-Sewer
Department of Public Works	\$ 425,000.00	Pump/Vac Truck	Bonding-Sewer
Total	550,000.00		

Department	Amount	FY21 Funded Projects (Other Sources)	Funding Source
GIS/MIS/Assessing	\$ 40,500.00	AssessPro 5.0 Software Upgrade	Overlay
Total	40,500.00		

Moving Party: Select Board

Required Vote: Majority Vote

Capital Committee: Favorable

Select Board: Favorable (5-0)

Finance and Advisory Board: Favorable

Comment: The Finance and Advisory Board voted unanimously for favorable action on Article 9. We believe that this is an appropriate transfer of funds to maintain our quality of life in Stoneham.

Article 10: To see if the Town will vote to raise and appropriate a sum of money to the PEG Access Enterprise/Special Revenue Fund for the purpose of monitoring compliance of the Town's cable operator(s) with their franchise agreements and providing local cable access services and programming for the Town of Stoneham in Fiscal Year 2021, as set forth in the chart below, or do anything in relation thereto.

	Department Requested FY21	Administrator Recommended	Select Board Recommended	Finance Committee Recommended
PEG Access Enterprise Fund				
Expenses	525,000	525,000	525,000	525,000
Total Expenses	525,000	525,000	525,000	525,000
Total PEG Access Budget	\$ 525,000	\$ 525,000	\$ 525,000	\$ 525,000

Select Board

Motion: Move that the Town Appropriate \$525,000 for costs of operations of the PEG Access Enterprise Fund and to meet said appropriation raise \$525,000 from Cable Receipts.

Moving Party: Select Board

Required Vote: Majority Vote

Select Board: Favorable (4-0)

Finance and Advisory Board: Favorable

Comment: The Finance and Advisory Board voted unanimously for favorable action on Article 10. We believe that this fund is important for us to maintain a communication channel via cable

TV.

Article 11: To see if the Town will vote to raise and appropriate, or transfer from available funds, a sum of money to amend the Fiscal Year 2020 departmental budgets approved under Article No. 7 of the May 6, 2019 Annual Town Meeting, as amended, or do anything in relation thereto.

Select Board

Motion: Motion will be provided at Town Meeting.

Moving Party: Select Board

Required Vote: Majority Vote

Select Board: Favorable (4-0)

Finance and Advisory Board: Favorable

Comment: The Finance and Advisory Board voted unanimously for favorable action on Article 11. This is necessary to close out FY20 fiscal activity.

Article 12. To see if the Town will vote to transfer \$200,000 from the Water Enterprise Fund Retained Earnings to the account of Current Water Revenue to be used and applied by the Town Administrator to reduce the water rate, or do anything in relation thereto.

Select Board

Motion: Move that the Town vote to appropriate the sum of \$200,000 to be used and applied by the Town Administrator to reduce the Fiscal Year 2021 Water Rates, and to meet this appropriation, transfer the said sum from the Water Enterprise Fund Retained Earnings to the Current Water Revenue Account.

Moving Party: Select Board

Required Vote: Majority Vote

Select Board: Favorable (4-0)

Finance and Advisory Board: Favorable

Comment: The Finance and Advisory Board voted unanimously for favorable action on Article 12. This article transfers funds from retained earnings to maintain water rate affordability.

Article 13: To see if the Town will vote to transfer \$350,000 from the Sewer Enterprise Fund Retained Earnings to the account of Current Sewer Revenue to be used and applied by the Town Administrator in the reduction of the sewer rate, or do anything in relation thereto.

Select Board

Motion: Move that the Town appropriate the sum of \$350,000 to be used and applied by the Town Administrator to reduce the Fiscal Year 2021 Sewer Rates, and to meet this appropriation, transfer the said sum from the Sewer Enterprise Fund Retained Earnings to the Current Sewer Revenue Account.

Moving Party: Select Board

Required Vote: Majority Vote

Select Board: Favorable (4-0)

Finance and Advisory Board: Favorable

Comment: The Finance and Advisory Board voted unanimously for favorable action on Article 13. This article transfers funds from retained earnings to maintain sewer rate affordability.

Article 14: To see if the Town will vote to amend the Stoneham Town Code, **Chapter 2**, Administration, Article IX, Treasurer and Tax Collector, Sec. 2-60B - Revolving Funds, to establish and authorize a new Prevention and Outreach Revolving Fund for use by certain town departments, boards, committees, agencies or officers under Mass. Gen. L. Chapter 44, Section 53E½ as follows:

Sec. 2-60B. Revolving Fund Bylaw.

(e) *Authorized Revolving Funds.*

(6) Prevention and Outreach Revolving Fund.

- (a) Fund Name. There shall be a separate fund called the Prevention and Outreach Revolving Fund for the use of the Stoneham Coalition for a Safe and Healthy Community.
- (b) Revenues. The Town Accountant shall establish the Prevention and Outreach Revolving Fund as a separate account and credit to the fund all of the revenue received by the Town from community engagements, programs and donations.
- (c) Purposes and Expenditures. During each fiscal year, the Town may incur liabilities against and spend monies from the Prevention and Outreach Revolving Fund to cover the costs associated with substance use prevention, mental health and treatment services.
- (d) Fiscal Years. The Prevention and Outreach Revolving Fund shall operate for fiscal years that begin on or after July 1, 2020.

or do anything in relation thereto.

Select Board

Motion: Move that the Town amend the Stoneham Town Code, **Chapter 2**, Administration, Article IX, Treasurer and Tax Collector, Sec. 2-60B - Revolving Funds, to establish and authorize a new Prevention and Outreach Revolving Fund for use by certain town departments, boards, committees, agencies or officers under Mass. Gen. L. Chapter 44, Section 53E½ as follows:

Sec. 2-60B. Revolving Fund Bylaw.

(e) *Authorized Revolving Funds.*

(6) Prevention and Outreach Revolving Fund.

- (e) Fund Name. There shall be a separate fund called the Prevention and Outreach Revolving Fund for the use of the Stoneham Coalition for a Safe and Healthy Community.
- (f) Revenues. The Town Accountant shall establish the Prevention and Outreach Revolving Fund as a separate account and credit to the fund

all of the revenue received by the Town from community engagements, programs and donations.

(g) Purposes and Expenditures. During each fiscal year, the Town may incur liabilities against and spend monies from the Prevention and Outreach Revolving Fund to cover the costs associated with substance use prevention, mental health and treatment services.

(h) Fiscal Years. The Prevention and Outreach Revolving Fund shall operate for fiscal years that begin on or after July 1, 2020.

Moving Party: Select Board

Required Vote: Majority Vote

Select Board: Favorable (4-0)

Finance and Advisory Board: Favorable

Comment: The Finance and Advisory Board voted unanimously for favorable action on Article 14. This article authorizes the Prevention and Outreach Revolving Fund.

Article 15: To see if the town will vote to fix the maximum amount that may be spent during Fiscal Year 2021 beginning on July 1, 2020 for the revolving funds established in the town by-laws for certain departments, boards, committees, agencies or officers in accordance with Massachusetts General Laws Chapter 44, Section 53E1/2, or do anything in relation thereto.

Revolving Fund	Department, Board, Committee, Agency or Officer	FY2021 Spending Limit
Recreation	Recreation Director	\$ 100,000
Farmers' Market	Farmers' Market Committee	\$ 20,000
Council on Aging	COA Director	\$ 85,000
Health Services	Health Director	\$ 25,000
Energy	Director of Planning & Community Development	\$ 100,000
Prevention & Outreach	Stoneham Coalition	\$ 20,000

Select Board

Motion: Move that the town fix the maximum amount that may be spent during Fiscal Year 2021 beginning on July 1, 2020 for the revolving funds established by town by-laws for certain departments, boards, committees, agencies or officers in accordance with Massachusetts General Laws Chapter 44, Section 53E1/2, as follows:

Revolving Fund	Department, Board, Committee, Agency or Officer	FY2021 Spending Limit
Recreation	Recreation Director	\$ 100,000
Farmers' Market	Farmers' Market Committee	\$ 20,000
Council on Aging	COA Director	\$ 85,000
Health Services	Health Director	\$ 25,000
Energy	Director of Planning & Community Development	\$ 100,000
Prevention & Outreach	Stoneham Coalition	\$ 20,000

Moving Party: Select Board

Required Vote: Majority Vote

Select Board: Favorable (4-0)

Finance and Advisory Board: Favorable

Comment: The Finance and Advisory Board voted unanimously for favorable action on Article 15. This article establishes the FY21 revolving fund spending limits. The proposed limits are the same as FY20.

Article 16: To see if the Town will vote to raise and appropriate a sum of money to implement certain rehabilitation and construction projects under the Massachusetts Water Resources Authority Local Water System Assistance Program (LWSAP) and to pay costs incidental and related thereto, and the Town Treasurer, with the approval of the Select Board, be authorized to sell from time to time, as the occasion requires, town notes, bonds, or other evidence on indebtedness in the amount not to exceed \$2,000,000.00 in accordance with Chapter 44, Section 7 or 8 of the Mass General Laws or any other enabling authority, and further to accept any grants or gifts for these projects, or do anything in relation thereto.

Select Board

Motion: Move that the Town to raise and appropriate a sum of money to implement certain rehabilitation and construction projects under the Massachusetts Water Resources Authority Local Water System Assistance Program (LWSAP) and to pay costs incidental and related thereto, and the Town Treasurer, with the approval of the Select Board, be authorized to sell from time to time, as the occasion requires, town notes, bonds, or other evidence on indebtedness in the amount not to exceed \$2,000,000.00 in accordance with Chapter 44, Section 7 or 8 of the Mass General Laws or any other enabling authority, and further to accept any grants or gifts for these projects.

Moving Party: Select Board

Required Vote: Majority Vote

Select Board: Favorable (4-0)

Finance and Advisory Board: Favorable

Comment: The Finance and Advisory Board voted unanimously for favorable action on Article 16. This article authorizes the town to obtain funding at 0% from the MWRA to upgrade our infrastructure.

Article 17: To see if the Town will vote to accept General Laws Chapter 32B, Section 20, and establish an Other Post-Employment Benefits Liability Trust Fund (OPEB Fund), effective on passage of this article, or do anything in relation thereto.

Select Board

Motion: Move that the Town accept General Laws Chapter 32B, Section 20, and establish an Other Post-Employment Benefits Liability Trust Fund (OPEB Fund), effective on passage of this article.

Moving Party: Select Board

Required Vote: Majority Vote

Select Board: Favorable (4-0)

Finance and Advisory Board: Favorable

Comment: The Finance and Advisory Board voted unanimously for favorable action on Article 17. The article authorizes the town to open an account for funds that have already been set aside

to begin satisfying our requirements for the Other Post-Employment Benefits Liability Fund.

Article 18: To see if Town will establish an Other Post-Employment Benefits Liability Fund (OPEB Fund) Board of Trustees under General Laws Chapter 32B, Section 20, with not less than five (5) or more than thirteen (13) members consisting of at least one person with investment experience, one citizen of the Town, one employee of the Town, one retiree of the Town, and one officer of the Town, with each member serving for a term of three (3) years, or do anything in relation thereto.

Select Board

Motion: Move that the Town establish an Other Post-Employment Benefits Liability Fund (OPEB Fund) Board of Trustees under General Laws Chapter 32B, Section 20, with not less than five (5) or more than thirteen (13) members consisting of at least one person with investment experience, one citizen of the Town, one employee of the Town, one retiree of the Town, and one officer of the Town, with each member serving for a term of three (3) years.

Moving Party: Select Board

Required Vote: Majority Vote

Select Board: Favorable (4-0)

Finance and Advisory Board: Favorable

Comment: The Finance and Advisory Board voted unanimously for favorable action on Article 18. This article allows the town to appoint a board of trustees for the Other Post-Employment Benefits Liability Fund if necessary.

Article 19: To authorize the Custodian-Trustee/OPEB Fund Board of Trustees of the OPEB Fund established under G.L. c. 32B, § 20 to invest monies in the OPEB Fund under the prudent investor rule established in G.L. c. 203C, or do anything in relation thereto.

Select Board

Motion: Move that the Town authorize the Custodian-Trustee/OPEB Fund Board of Trustees of the OPEB Fund established under G.L. c. 32B, § 20 to invest monies in the OPEB Fund under the prudent investor rule established in G.L. c. 203C.

Moving Party: Select Board

Required Vote: Majority Vote

Select Board: Favorable (4-0)

Finance and Advisory Board: Favorable

Comment: The Finance and Advisory Board voted unanimously for favorable action on Article 19. The article authorizes the town to invest funds that have already been set aside to begin satisfying our requirements for the Other Post-Employment Benefits Liability Fund.

Article 20: To see if the Town will vote to authorize the Town Administrator to negotiate and execute an Alternative On-Bill Credit Purchase agreement to be negotiated by the Select Board and/or Town Administrator with the successful proposer of subscribing to a Community Solar project with Clearway Energy Group, or do anything in relation thereto.

Select Board

Motion: Move that the Town authorize the Town Administrator to negotiate and execute an Alternative On-Bill Credit Purchase agreement to be negotiated by the Select Board and/or Town Administrator with the successful proposer of subscribing to a Community Solar project with Clearway Energy Group, or do anything in relation thereto

Moving Party: Select Board

Required Vote: Majority Vote

Select Board: Favorable (4-0)

Finance and Advisory Board: Favorable

Comment: The Finance and Advisory Board voted unanimously for favorable action on Article 20. This article authorizes the Town Administrator to negotiate and execute an Alternative On-Bill Credit Purchase to pursue solar energy for town buildings.

Exhibit A

DEPARTMENTAL BUDGET
July 1, 2020 through June 30, 2021

Actual FY'19	Approp. FY'20	It. No.		Department Requested FY'21	Administrator Recommended FY'21	Select Board Recommended FY'21	Finance & Advisory Recommended FY'21
<u>114 MODERATOR</u>							
200	200	1	Elected Salary	200	200	200	200
\$ -	\$ -	2	Expenses	\$ 200	\$ 200	\$ 200	200
\$ 200	\$ 200		Total Moderator Budget	\$ 400	\$ 400	\$ 400	\$ 400
Actual FY'19	Approp. FY'20	It. No.		Department Requested FY'21	Administrator Recommended FY'21	Select Board Recommended FY'21	Finance & Advisory Recommended FY'21
<u>122 SELECT BOARD</u>							
56,632	59,408		Full-Time Salaries	69,286	67,927	67,930	67,930
12,000	12,000		Elected Official Salaries	15,000	12,500	12,500	12,500
\$ 68,632	\$ 71,408	3	Total Salaries	\$ 84,286	\$ 80,427	\$ 80,430	\$ 80,430
9,863	7,000		Advertising	7,000	7,000	7,000	7,000
4,706	2,600		Printing Services	2,600	2,600	2,600	2,600
2,014	3,050		Other Purchased Services	5,050	4,000	4,000	4,000
527	1,200		Office Supplies	1,200	1,200	1,200	1,200
503	2,500		In State Travel	2,500	2,500	2,500	2,500
17,613	16,350	4	Total Expenses	18,350	17,300	17,300	17,300
\$ 86,245	\$ 87,758		Total Select Board Budget	\$ 102,636	\$ 97,727	\$ 97,730	\$ 97,730
Actual FY'19	Approp. FY'20	It. No.		Department Requested FY'21	Administrator Recommended FY'21	Select Board Recommended FY'21	Finance & Advisory Recommended FY'21
<u>123 TOWN ADMINISTRATOR</u>							
350,355	330,540		Full-Time Salaries	340,901	339,781	339,781	339,781
59,071	60,298		Part-Time Salaries	62,660	61,431	61,435	61,435
7,859	12,000		Interns	12,000	7,500	-	-
766	-		Car Allowance	-	-	-	-
\$ 418,051	\$ 402,838	5	Total Salaries	\$ 415,561	\$ 408,712	\$ 401,216	\$ 401,216
5,544	2,800		Professional Services	2,800	2,800	2,800	2,800
13,469	8,000		Medical Services	8,000	8,000	8,000	8,000
6,738	3,000		Advertising	3,000	3,000	3,000	3,000
745	1,000		Printing Services	1,000	1,000	1,000	1,000
5,529	6,500		Office Supplies	6,500	6,500	6,500	6,500
2,967	3,000		In State Travel	3,000	2,000	2,000	2,000
3,071	3,500		Dues & Subscriptions	3,500	3,000	3,000	3,000
38,063	27,800	6	Total Expenses	27,800	26,300	26,300	26,300
\$ 456,114	\$ 430,638		Total Town Administrator Budget	\$ 443,361	\$ 435,012	\$ 427,516	\$ 427,516
Actual FY'19	Approp. FY'20	It. No.		Department Requested FY'21	Administrator Recommended FY'21	Select Board Recommended FY'21	Finance & Advisory Recommended FY'21
<u>131 FINANCE & ADVISORY BOARD</u>							
280	500	7	Expenses	500	500	500	500
\$ 280	\$ 500		Total Finance & Advisory Budget	\$ 500	\$ 500	\$ 500	\$ 500
Actual FY'19	Approp. FY'20	It. No.		Department Requested FY'21	Administrator Recommended FY'21	Select Board Recommended FY'21	Finance & Advisory Recommended FY'21
<u>132 RESERVE FUND</u>							
-	100,000	8	Expenses	125,000	110,000	100,000	100,000
\$ -	\$ 100,000		Total Finance & Advisory Budget	\$ 125,000	\$ 110,000	\$ 100,000	\$ 100,000

Actual FY'19	Approp. FY'20	It. No.		Department Requested FY'21	Administrator Recommended FY'21	Select Board Recommended FY'21	Finance & Advisory Recommended FY'21
<u>135 Town Accountant</u>							
214,756	240,881		Full-Time Salaries	268,919	254,132	254,130	254,130
34,778	32,189		Part-Time Salaries	42,820	42,098	42,100	42,100
249,534	273,070	9	Total Salaries	311,739	296,230	296,230	296,230
3,917	6,700		Education & Training	7,500	7,500	7,500	7,500
4,192	800		Office Supplies	1,000	1,000	1,000	1,000
1,190	1,300		In State Travel	1,300	1,300	1,300	1,300
1,415	1,260		Dues & Subscriptions	1,260	1,260	1,260	1,260
-	-		Outside Services	9,750	9,750	9,750	9,750
10,714	10,060	10	Total Expenses	20,810	20,810	20,810	20,810
\$ 260,248	\$ 283,130		Total Accounting Budget	\$ 332,549	\$ 317,040	\$ 317,040	\$ 317,040

Actual FY'19	Approp. FY'20	It. No.		Department Requested FY'21	Administrator Recommended FY'21	Select Board Recommended FY'21	Finance & Advisory Recommended FY'21
<u>138 Purchasing/Procurement</u>							
-	40,000	11	Full-Time Salaries	43,650	42,823	42,823	42,823
-	5,000	12	Office Supplies	5,000	2,000	2,000	2,000
\$ -	\$ 45,000		Total Purchasing/Procurement Budget	\$ 48,650	\$ 44,823	\$ 44,823	\$ 44,823

Actual FY'19	Approp. FY'20	It. No.		Department Requested FY'21	Administrator Recommended FY'21	Select Board Recommended FY'21	Finance & Advisory Recommended FY'21
<u>141 ASSESSOR'S</u>							
136,385	138,031		Full-Time Salaries	142,627	146,660	146,660	146,660
3,200	3,600		Elected Salaries	3,600	3,600	3,600	3,600
\$ 139,585	\$ 141,631	13	Total Salaries	\$ 146,227	\$ 150,260	\$ 150,260	\$ 150,260
1,861	1,500		Education & Training	1,500	1,500	1,500	1,500
1,000	1,000		Data Processing	1,000	1,000	1,000	1,000
-	15,000		Outside Services	2,000	-	-	-
666	200		In State Travel	200	200	200	200
953	1,500		Dues & Subscriptions	1,500	1,500	1,500	1,500
4,480	19,200	14	Total Expenses	6,200	4,200	4,200	4,200
\$ 144,064	\$ 160,831		Total Assessor's Budget	\$ 152,427	\$ 154,460	\$ 154,460	\$ 154,460

Actual FY'19	Approp. FY'20	It. No.		Department Requested FY'21	Administrator Recommended FY'21	Select Board Recommended FY'21	Finance & Advisory Recommended FY'21
<u>145 TREASURER/COLLECTOR</u>							
241,137	229,660		Full-Time Salaries	248,751	241,697	241,697	241,697
33,256	30,320		Part-Time Salaries	32,140	32,086	32,086	32,086
274,392	259,980	15	Total Salaries	280,891	273,783	273,783	273,783
-	100		Repairs & Maintenance	828	200	200	200
46,605	17,500		Legal Services	17,500	15,000	15,000	15,000
332	1,200		Advertising	1,200	1,200	1,200	1,200
2,341	3,100		Printing Services	2,700	2,700	2,700	2,700
3,679	85,000		Other Purchased Services	85,000	80,000	70,000	70,000
1,170	1,760		In State Travel	1,760	1,760	1,760	1,760
355	355		Dues & Subscriptions	355	355	355	355
54,481	109,015	16	Total Expenses	109,343	101,215	91,215	91,215
\$ 328,874	\$ 368,995		Total Treasurer/Collector Budget	\$ 390,234	\$ 374,998	\$ 364,998	\$ 364,998

Actual FY'19	Approp. FY'20	It. No.		Department Requested FY'21	Administrator Recommended FY'21	Select Board Recommended FY'21	Finance & Advisory Recommended FY'21
<u>151 Town Counsel</u>							
220,507	125,000	17	Town Counsel Contract Expense	125,000	110,000	100,000	100,000
\$ 220,507	\$ 125,000		Total Law Budget	\$ 125,000	\$ 110,000	\$ 100,000	\$ 100,000

Actual FY'19	Approp. FY'20	It. No.		Department Requested FY'21	Administrator Recommended FY'21	Select Board Recommended FY'21	Finance & Advisory Recommended FY'21
<u>155 GIS/MIS</u>							
162,007	165,276		Full-Time Salaries	170,128	166,792	166,792	166,792
162,007	165,276	18	Total Salaries	170,128	166,792	166,792	166,792
137,300	140,653		Computer Equipment Maintenance	149,150	162,653	162,653	162,653
35	6,000		Data Processing	6,000	6,000	6,000	6,000
16,706	18,000		Telephones	18,000	18,000	18,000	18,000
7,350	3,800		Cellphones	8,000	3,800	3,800	3,800
12,026	10,000		Printing & Copying	11,000	10,000	10,000	10,000
8,168	10,000		Data Processing Supplies	56,696	10,000	10,000	10,000
-	2,400		Dues & Subscriptions	2,400	2,400	2,400	2,400
181,585	190,853	19	Total Expense	251,246	212,853	212,853	212,853
\$ 343,593	\$ 356,129		Total Technology Budget	\$ 421,374	\$ 379,645	\$ 379,645	\$ 379,645

Actual FY'19	Approp. FY'20	It. No.		Department Requested FY'21	Administrator Recommended FY'21	Select Board Recommended FY'21	Finance & Advisory Recommended FY21
161 TOWN CLERK							
-	33,749		Full-Time Salaries	36,663	38,445	38,445	38,445
-	800		Ex-Officio	800	800	800	800
15,635	80,958		Part Time Salaries	103,975	106,220	71,767	71,767
73,654	80,110		Elected Salaries	84,193	80,495	80,495	80,495
\$ 89,289	\$ 195,617	20	Total Salaries	\$ 225,631	\$ 225,960	\$ 191,507	\$ 191,507
372	2,600		Repairs & Maintenance	2,700	2,600	2,600	2,600
175	3,100		Professional Services	4,500	3,100	3,100	3,100
676	10,600		Printing Services	10,000	10,600	10,600	10,600
355	1,500		Other Purchased Services	2,000	1,500	1,500	1,500
1,134	1,300		Office Supplies	1,500	1,300	1,300	1,300
339	1,500		In State Travel	1,500	1,500	1,500	1,500
370	400		Dues & Subscriptions	400	400	400	400
3,420	21,000	21	Total Expenses	22,600	21,000	21,000	21,000
\$ 92,709	\$ 216,617		Total Clerk Budget	\$ 248,231	\$ 246,960	\$ 212,507	\$ 212,507
162 ELECTIONS							
7,866	-		Full-Time Salaries	-	-	-	-
82,488	-		Part-Time Salaries	-	-	-	-
886	-		Elected Salaries	-	-	-	-
881	-		Overtime	-	-	-	-
733	-		Ex-Officio	-	-	-	-
\$ 92,853	\$ -		Total Salaries	\$ -	\$ -	\$ -	\$ -
2,829	-		Repairs & Maintenance	-	-	-	-
4,313	-		Professional Services	-	-	-	-
8,409	-		Printing Services	-	-	-	-
1,572	-		Other Purchased Services	-	-	-	-
420	-		Office Supplies	-	-	-	-
17,543	-		Total Expenses	-	-	-	-
\$ 110,396	\$ -		Total Clerk Budget	\$ -	\$ -	\$ -	\$ -
Actual FY'19	Approp. FY'20	It. No.		Department Requested FY'21	Administrator Recommended FY'21	Select Board Recommended FY'21	Finance & Advisory Recommended FY21
182 Planning Bd/BOA/Conserv.							
55,682	65,181		Part-Time Salaries	69,235	72,253	72,253	72,253
55,682	65,181	22	Total Salaries	69,235	72,253	72,253	72,253
-	100		Car Allowance	100	-	-	-
1,438	860		Education & Training	705	960	960	960
2,051	1,000		Advertising	1,000	1,000	1,000	1,000
1,132	1,250		Printing Services	1,250	1,250	1,250	1,250
-	2,465		Office Supplies	3,450	2,465	2,465	2,465
791	574		Dues	575	574	574	574
5,412	6,249	23	Total Expenses	7,080	6,249	6,249	6,249
\$ 61,095	\$ 71,430		Total PLN/CONS/ ZBA Budget	\$ 76,315	\$ 78,502	\$ 78,502	\$ 78,502
Actual FY'19	Approp. FY'20	It. No.		Department Requested FY'21	Administrator Recommended FY'21	Select Board Recommended FY'21	Finance & Advisory Recommended FY21
185 PLANNING & COMMUNITY DEV.							
81,604	81,479		Full-Time Salaries	115,625	85,646	85,646	85,646
81,604	81,479	24	Total Salaries	115,625	85,646	85,646	85,646
11,700	31,700		Professional Services	32,400	31,700	31,700	31,700
170	1,000		Education & Training	500	1,000	1,000	1,000
993	1,020		Office Supplies	1,000	1,020	1,020	1,020
1,069	1,020		In State Travel	1,750	1,020	1,020	1,020
1,341	1,000		Dues	750	1,000	1,000	1,000
15,273	35,740	25	Total Expenses	36,400	35,740	35,740	35,740
\$ 96,878	\$ 117,219		Total Planning Budget	\$ 152,025	\$ 121,386	\$ 121,386	\$ 121,386
Actual FY'19	Approp. FY'20	It. No.		Department Requested FY'21	Administrator Recommended FY'21	Select Board Recommended FY'21	Finance & Advisory Recommended FY21
192 PUBLIC PROPERTY MAINTENANCE							
-	226,032		Full-Time Salaries	226,802	186,688	137,970	137,970
21,381	-		Part-Time Salaries	-	-	-	-
21,381	226,032	26	Total Salaries	226,802	186,688	137,970	137,970
43,792	42,134		Electric	42,134	33,500	33,500	33,500
16,164	15,000		Gas	15,000	15,000	15,000	15,000
-	1,000		Heating	1,000	1,000	1,000	1,000
22,096	122,000		Repairs & Maintenance	122,000	100,000	100,000	100,000
12,994	7,770		Custodial Supplies	7,770	7,770	7,770	7,770
\$ 95,046	\$ 187,904	27	Total Expenses	\$ 187,904	\$ 157,270	\$ 157,270	\$ 157,270
\$ 116,427	\$ 413,936		Total Budget - Public Property Maintenance	\$ 414,706	\$ 343,958	\$ 295,240	\$ 295,240

Actual FY'19	Approp. FY'20	It. No.	Department Requested FY'21	Administrator Recommended FY'21	Select Board Recommended FY'21	Finance & Advisory Recommended FY'21
<u>210 POLICE DEPARTMENT</u>						
3,293,202	3,803,252		4,012,950	3,807,587	3,679,765	3,679,765
82,938	94,382		124,324	115,190	115,190	115,190
388,581	360,000		370,000	360,000	360,000	360,000
30,995	35,000		35,000	35,000	35,000	35,000
52,193	62,882		64,140	64,140	64,140	64,140
23,608	22,200		24,000	22,400	22,400	22,400
3,871,517	4,377,716	28	4,630,414	4,404,317	4,276,495	4,276,495
60,327	70,224		65,000	65,000	65,000	65,000
34,309	30,000		34,000	30,000	30,000	30,000
55,980	21,250		21,250	21,250	21,250	21,250
15,000	-		-	-	-	-
8,398	14,500		17,375	14,500	14,500	14,500
-	12,000		-	12,000	12,000	12,000
-	200		200	200	200	200
13,776	27,500		27,000	27,500	27,500	27,500
13,252	11,500		14,000	11,500	11,500	11,500
6,868	5,500		5,500	5,500	5,500	5,500
11,348	13,000		13,000	13,000	13,000	13,000
5,509	6,500		5,500	6,500	6,500	6,500
652	1,000		1,000	1,000	1,000	1,000
1,180	5,000		5,000	5,000	5,000	5,000
43,536	57,500		40,500	37,500	37,500	37,500
36,893	38,000		51,900	38,000	38,000	38,000
4,994	4,000		10,000	4,000	4,000	4,000
12,880	11,290		11,290	11,290	11,290	11,290
7,200	7,200		13,600	7,200	7,200	7,200
332,100	336,164	29	336,115	310,940	310,940	310,940
-	145,000	30	145,000	-	-	-
\$ 4,203,617	\$ 4,858,880		\$ 5,111,529	\$ 4,715,257	\$ 4,587,435	\$ 4,587,435
<u>211 TRAFFIC DIRECTORS</u>						
134,703	150,606		153,081	150,606	150,605	150,605
134,703	150,606	31	153,081	150,606	150,605	150,605
2,272	4,500		6,500	4,500	4,500	4,500
2,272	4,500	32	6,500	4,500	4,500	4,500
\$ 136,975	\$ 155,106		\$ 159,581	\$ 155,106	\$ 155,105	\$ 155,105
<u>212 Dispatch</u>						
327,643	365,739		374,965	384,572	384,575	384,575
4,713	13,000		13,000	13,000	13,000	13,000
74,781	70,000		70,000	70,000	70,000	70,000
3,944	8,750		8,750	8,750	8,750	8,750
411,081	457,489	33	466,715	476,322	476,325	476,325
15,929	13,500		14,500	13,500	13,500	13,500
593	2,500		2,500	2,500	2,500	2,500
155	200		200	200	200	200
372	450		450	450	450	450
1,486	4,000		4,000	4,000	4,000	4,000
205	200		200	200	200	200
217	400		400	400	400	400
-	13,200		13,200	8,800	8,800	8,800
18,956	34,450	34	35,450	30,050	30,050	30,050
\$ 430,037	\$ 491,939		\$ 502,165	\$ 506,372	\$ 506,375	\$ 506,375

Actual FY'19	Approp. FY'20	It. No.		Department Requested FY'21	Administrator Recommended FY'21	Select Board Recommended FY'21	Finance & Advisory Recommended FY'21
<u>220 FIRE DEPARTMENT</u>							
2,703,330	3,016,799		Full-Time Salaries	3,200,386	3,113,684	3,060,925	3,060,925
4,850	10,000		Part-Time Salaries	10,000	10,000	10,000	10,000
343,291	265,000		Overtime	305,000	265,000	245,000	245,000
13,533	20,000		Mutual Aid Callback	20,000	20,000	15,000	15,000
3,065,004	3,311,799	35	Total Salaries	3,535,386	3,408,684	3,330,925	3,330,925
16,282	22,982		Electric	22,982	16,500	16,500	16,500
13,597	13,000		Gas	13,000	13,000	13,000	13,000
27,670	21,000		Repair	21,000	21,000	15,000	15,000
26,954	22,500		Public Safety Services	33,100	22,500	22,500	22,500
12,089	8,000		Organizational Development	18,000	8,000	8,000	8,000
2,360	3,000		Office Supplies	3,000	3,000	3,000	3,000
4,334	5,000		Maintenance Supplies	5,000	5,000	5,000	5,000
5,640	5,000		Custodial Supplies	5,000	5,000	5,000	5,000
61,685	55,000		Vehicle Supplies	60,000	55,000	50,000	50,000
40,497	25,000		Public Safety	45,000	25,000	25,000	25,000
9,669	7,500		Uniform & Clothing	7,500	7,500	7,500	7,500
16,849	22,100		Safety Equipment	22,100	22,100	22,100	22,100
21,218	24,000		FD Turnout Gear	27,000	21,000	21,000	21,000
6,475	6,000		Dues & Subscriptions	6,000	6,000	6,000	6,000
265,319	240,082	36	Total Expenses	288,682	230,600	219,600	219,600
\$ 3,330,323	\$ 3,551,881		Total Fire Budget	\$ 3,824,068	\$ 3,639,284	\$ 3,550,525	\$ 3,550,525
Actual FY'19	Approp. FY'20	It. No.		Department Requested FY'21	Administrator Recommended FY'21	Select Board Recommended FY'21	Finance & Advisory Recommended FY'21
<u>241 BUILDING INSPECTION SERVICES</u>							
155,174	185,868		Full-Time Salaries	195,182	199,493	199,493	199,493
56,430	59,492		Part-Time Salaries	59,603	59,603	59,603	59,603
3,170	6,300		Car Allowance	6,300	6,300	6,300	6,300
214,774	251,660	37	Total Salaries	261,085	265,396	265,396	265,396
220	3,000		Education & Training	3,000	3,000	3,000	3,000
2,406	5,000		Public Safety Services	5,000	5,000	5,000	5,000
1,697	3,000		Office Supplies	3,000	3,000	3,000	3,000
11	500		In State Travel	500	500	500	500
1,076	-		Dues & Subscriptions	-	-	-	-
5,410	11,500	38	Total Expenses	11,500	11,500	11,500	11,500
\$ 220,184	\$ 263,160		Total Building Budget	\$ 272,585	\$ 276,896	\$ 276,896	\$ 276,896
Actual FY'19	Approp. FY'20	It. No.		Department Requested FY'21	Administrator Recommended FY'21	Select Board Recommended FY'21	Finance & Advisory Recommended FY'21
<u>291 EMERGENCY MANAGEMENT</u>							
1,885	2,000		Part-Time Salaries	5,000	2,000	2,000	2,000
1,885	2,000	39	Total Salaries	5,000	2,000	2,000	2,000
-	9,500		Emergency Preparedness Supplies	9,500	5,000	5,000	5,000
-	9,500	40	Total Expenses	9,500	5,000	5,000	5,000
1,885	11,500		Total Emergency Management Budget	14,500	7,000	7,000	7,000
Actual FY'19	Approp. FY'20	It. No.		Department Requested FY'21	Administrator Recommended FY'21	Select Board Recommended FY'21	Finance & Advisory Recommended FY'21
<u>Schools</u>							
28,916,729	30,291,726	41	300 PUBLIC SCHOOLS TOTAL BUDGET	31,791,726	31,466,726	29,876,729	29,876,729
\$ 135,754	\$ 174,000		397 ESSEX NORTH SHORE AGRICULTURAL	\$ 179,000	\$ 185,000	\$ 110,000	110,000
\$ 39,832	\$ -		398 MINUTEMAN REGIONAL	\$ 40,000	\$ -	\$ -	
\$ 970,535	\$ 979,474		399 NORTHEAST VOCATIONAL	\$ 1,089,900	\$ 1,302,904	\$ 1,335,229	1,335,229
\$ 1,146,121	\$ 1,153,474	42	TOTAL REG VOCATIONAL SCHOOL	\$ 1,308,900	\$ 1,487,904	\$ 1,445,229	\$ 1,445,229
\$ 30,062,850	\$ 31,445,200		TOTAL SCHOOLS	\$ 33,100,626	\$ 32,954,630	\$ 31,321,958	\$ 31,321,958

Actual FY'19	Approp. FY'20	It. No.		Department Requested FY'21	Administrator Recommended FY'21	Select Board Recommended FY'21	Finance & Advisory Recommended FY'21
<u>Public Works</u>							
<u>400 DPW Administration</u>							
768,484	950,338			995,419	978,904	903,320	903,320
36,760	44,200			48,500	48,500	25,500	25,500
39,887	30,000			55,000	45,000	45,000	45,000
\$ 845,131	\$ 1,024,538	43	Total Salaries	\$ 1,098,919	\$ 1,072,404	\$ 973,820	\$ 973,820
14,634	15,322		Electric	15,322	14,700	14,700	14,700
-	1,000		Gas	1,000	1,000	1,000	1,000
3,284	5,000		Heating Oil	5,000	5,000	5,000	5,000
118,434	121,000		Repairs & Maintenance	121,000	121,000	121,000	121,000
-	500		Rentals & Leases	1,500	500	500	500
9,969	10,000		Public Safety Services	10,000	10,000	10,000	10,000
262	2,000		Other Communications	2,000	2,000	2,000	2,000
59,936	55,000		Other Purchased Services	80,900	55,000	55,000	55,000
1,600	1,600		Office Supplies	1,600	1,600	1,600	1,600
1,501	1,000		Custodial Supplies	1,000	1,000	1,000	1,000
20,093	17,500		Groundskeeping Supplies	17,500	17,500	17,500	17,500
44,150	40,000		PW General Supplies	40,000	40,000	40,000	40,000
2,685	8,000		PW Signs	8,000	8,000	8,000	8,000
			Streets & Sidewalks Repairs	-	-	-	-
5,100	5,000		Uniform & Clothing Expenses	5,000	5,000	5,000	5,000
50	500		In State Travel	3,400	500	500	500
487	500		Dues & Subscriptions	1,001	500	500	500
282,185	283,922	44	Total Expenses	314,223	283,300	283,300	283,300
\$ 1,127,316	\$ 1,308,460		TOTAL DPW ADMIN	\$ 1,413,142	\$ 1,355,704	\$ 1,257,120	\$ 1,257,120
<u>423 DPW Snow & Ice</u>							
12,404	10,000		Repairs & Maintenance	10,000	10,000	10,000	10,000
244,484	195,000		Snow Removal Contracts	205,000	205,000	195,000	195,000
-	1,000		Public Safety Services	1,000	1,000	1,000	1,000
-	1,000		Other Purchased Services	1,000	1,000	1,000	1,000
-	2,000		Groundskeeping Supplies	2,000	2,000	2,000	2,000
43,471	10,000		Vehicular Supplies	10,000	10,000	10,000	10,000
-	1,500		Food Service Supplies	1,500	1,500	1,500	1,500
140,343	75,000		Snow & Ice Supplies	85,000	85,000	75,000	75,000
440,702	295,500	45	Total Expenses	315,500	315,500	295,500	295,500
\$ 440,702	\$ 295,500		TOTAL DPW Snow & Ice	\$ 315,500	\$ 315,500	\$ 295,500	\$ 295,500
<u>424 DPW Street Lighting</u>							
120,000	136,216		Electricity	136,216	133,000	133,000	133,000
22,500	22,500		Underground Street	22,500	22,500	22,500	22,500
\$ 142,500	\$ 158,716	46	TOTAL DPW Snow & Ice	\$ 158,716	\$ 155,500	\$ 155,500	\$ 155,500
<u>433 DPW REFUSE</u>							
21,386	30,000		Overtime	30,000	20,000	20,000	20,000
3,584	-		Stevens Street Additional Hours	-	-	-	-
\$ 24,970	\$ 30,000	47	Total Salaries	\$ 30,000	\$ 20,000	\$ 20,000	\$ 20,000
EXPENSES							
78,023	70,000		Other Purchased Services	70,000	70,000	70,000	70,000
500	500		PW General Supplies	500	500	500	500
78,523	70,500	48	Total Expenses	70,500	70,500	70,500	70,500
\$ 103,493	\$ 100,500		TOTAL DPW Refuse	\$ 100,500	\$ 90,500	\$ 90,500	\$ 90,500
<u>490 DPW MOTOR VEHICLE</u>							
12,562	19,152		Electricity	19,152	15,000	15,000	15,000
15,604	12,000		Gas	12,000	12,000	12,000	12,000
25,000	27,500		Repairs & Maintenance	32,500	27,500	27,500	27,500
216	500		Custodial Supplies	600	500	500	500
85,000	85,000		Vehicular Supplies	90,000	85,000	85,000	85,000
98,933	100,000		Vehicular Gasoline	100,000	100,000	100,000	100,000
\$ 237,315	\$ 244,152	49	TOTAL DPW Motor Vehicle	\$ 254,252	\$ 240,000	\$ 240,000	\$ 240,000
<u>491 DPW Cemetery</u>							
129,205	198,430		Full-Time Salaries	200,851	199,382	199,382	199,382
19,961	20,000		Part-Time Salaries	20,000	20,000	20,000	20,000
15,230	10,000		Overtime	10,000	10,000	10,000	10,000
\$ 164,397	\$ 228,430	50	Total Salaries	\$ 230,851	\$ 229,382	\$ 229,382	\$ 229,382
588	670		Electric	670	670	670	670
1,924	1,800		Heating Oil	1,800	1,800	1,800	1,800
169	400		Repairs & Maintenance	400	400	400	400
-	50		Printing Services	50	50	50	50
1,922	6,500		Other Purchased Services	14,500	6,500	6,500	6,500
100	100		Office Supplies	100	100	100	100
-	50		Custodial Supplies	50	50	50	50
2,000	2,000		Groundskeeping Supplies	2,000	2,000	2,000	2,000
-	200		Food Service Supplies	200	200	200	200
4,865	5,000		PW General Supplies	5,000	5,000	5,000	5,000
11,569	16,770	51	Total Expenses	24,770	16,770	16,770	16,770
\$ 175,965	\$ 245,200		TOTAL DPW Cemetery	\$ 255,621	\$ 246,152	\$ 246,152	\$ 246,152
\$ 2,227,290	\$ 2,352,528		Total Budget - DPW General Fund	\$ 2,497,732	\$ 2,403,357	\$ 2,284,772	\$ 2,284,772

Actual FY'19	Approp. FY'20	It. No.	Department Requested FY'21	Administrator Recommended FY'21	Select Board Recommended FY'21	Finance & Advisory Recommended FY'21
<u>WAGES - Sewer</u>						
472,754	427,495		441,321	434,928	418,526	418,526
14,528	23,000		23,000	23,000	23,000	23,000
38,855	30,000		30,000	30,000	30,000	30,000
\$ 526,136	\$ 480,495	52	\$ 494,321	\$ 487,928	\$ 471,526	\$ 471,526
33,517	42,134		42,134	34,000	34,000	34,000
1,740	2,000		2,000	2,000	2,000	2,000
306	1,000		1,000	1,000	1,000	1,000
50,395	50,000		50,000	50,000	50,000	50,000
300	300		300	300	300	300
230	500		500	500	500	500
642	500		500	500	500	500
4,000	4,000		4,000	4,000	4,000	4,000
8,000	8,000		8,000	8,000	8,000	8,000
26,376	21,000		21,000	21,000	21,000	21,000
5,000	5,000		5,000	5,000	5,000	5,000
4,616,825	4,800,000		5,004,480	5,004,480	4,988,619	4,988,619
73,258	79,700		50,450	50,450	74,700	74,700
4,820,588	5,014,134	53	5,189,364	5,181,230	5,189,619	5,189,619
-	25,000	54	25,000	25,000	25,000	25,000
646,599	845,489	55	707,071	707,071	517,189	517,189
\$ 5,467,187	\$ 5,884,623		\$ 5,921,435	\$ 5,913,301	\$ 5,731,808	\$ 5,731,808
\$ 5,993,324	\$ 6,365,118		\$ 6,415,756	\$ 6,401,229	\$ 6,203,334	\$ 6,203,334
<u>WAGES - Water</u>						
413,403	391,183		400,788	396,505	359,190	359,190
14,724	23,000		23,000	23,000	23,000	23,000
34,348	50,000		50,000	50,000	50,000	50,000
\$ 462,475	\$ 464,183	56	\$ 473,788	\$ 469,505	\$ 432,190	\$ 432,190
191	3,447		3,447	1,500	1,500	1,500
6,398	7,000		7,000	7,000	7,000	7,000
35,571	45,000		45,000	45,000	45,000	45,000
37,595	40,000		40,000	40,000	40,000	40,000
-	1,000		1,000	1,000	1,000	1,000
4,000	4,000		4,000	4,000	4,000	4,000
-	100		100	100	100	100
50	1,000		1,000	1,000	1,000	1,000
20,010	-		25,000	95,379	95,379	95,379
2,000	2,000		2,000	2,000	2,000	2,000
500	500		500	500	500	500
171	400		400	400	400	400
2,462	9,000		9,000	9,000	9,000	9,000
20,000	20,000		20,000	20,000	20,000	20,000
-	500		500	500	500	500
68,097	70,000		70,000	70,000	70,000	70,000
3,162	5,000		5,000	5,000	5,000	5,000
3,105,808	3,200,000		3,150,000	3,150,000	2,870,605	2,870,605
7,184	10,000		10,000	10,000	10,000	10,000
349,186	311,186		486,786	486,786	286,786	286,786
3,662,385	3,730,133	57	3,880,733	3,949,165	3,469,770	3,469,770
-	25,000	58	25,000	25,000	25,000	25,000
-	-	59	-	-	-	-
610,796	749,915		669,527	669,527	441,877	441,877
\$ 4,273,181	\$ 4,505,048		\$ 4,575,260	\$ 4,643,692	\$ 3,936,647	\$ 3,936,647
\$ 4,735,655	\$ 4,969,231		\$ 5,049,048	\$ 5,113,197	\$ 4,368,837	\$ 4,368,837
\$ 10,728,979	\$ 11,334,349		\$ 11,464,804	\$ 11,514,426	\$ 10,572,171	\$ 10,572,171
\$ 12,956,269	\$ 13,686,877		\$ 13,962,535	\$ 13,917,783	\$ 12,856,943	\$ 12,856,943

Actual FY'19	Approp. FY'20	It. No.	Department Requested FY'21	Administrator Recommended FY'21	Select Board Recommended FY'21	Finance & Advisory Recommended FY'21
<u>510 HEALTH DEPARTMENT</u>						
70,693	70,965		72,334	77,149	77,149	77,149
82,650	76,937		95,310	81,490	81,490	81,490
2,391	2,400		2,400	2,400	2,400	2,400
155,733	150,302	60	170,044	161,039	161,039	161,039
-	150		150	150	150	150
34	500		500	500	500	500
-	150		150	150	150	150
4,726	6,000		6,000	6,000	6,000	6,000
-	1,000		1,000	1,000	1,000	1,000
195	350		350	350	350	350
7,504	10,400		10,400	5,400	5,400	5,400
1,056	2,350		2,350	2,350	2,350	2,350
13,515	20,900	61	20,900	15,900	15,900	15,900
\$ 169,248	\$ 171,202		\$ 190,944	\$ 176,939	\$ 176,939	\$ 176,939

Actual FY'19	Approp. FY'20	It. No.		Department Requested FY'21	Administrator Recommended FY'21	Select Board Recommended FY'21	Finance & Advisory Recommended FY21
<u>541 COUNCIL ON AGING</u>							
64,298	64,545		Full-Time Salaries	65,836	75,369	75,369	75,369
74,255	122,825		Part-Time Salaries	129,679	115,459	77,460	77,460
138,553	187,370	62	Total Salaries	195,515	190,828	152,829	152,829
19,155	23,621		Electric	21,621	18,200	18,200	18,200
6,762	4,000		Gas	2,000	2,000	2,000	2,000
15,109	5,000		Repair	3,500	3,500	3,500	3,500
1,387	1,500		Printing	1,500	1,500	1,500	1,500
1,117	1,130		Other Purchased Services	1,130	1,130	1,130	1,130
1,775	2,500		Office Supplies	2,500	2,500	2,500	2,500
1,971	2,000		Custodial Supplies	2,000	2,000	2,000	2,000
1,074	1,074		Dues & Subscriptions	1,074	1,074	1,074	1,074
48,350	40,825	63	Total Expenses	35,325	31,904	31,904	31,904
\$ 186,902	\$ 228,195		Total Council on Aging Budget	\$ 230,840	\$ 222,732	\$ 184,733	\$ 184,733
Actual FY'19	Approp. FY'20	It. No.		Department Requested FY'21	Administrator Recommended FY'21	Select Board Recommended FY'21	Finance & Advisory Recommended FY21
<u>542 RECREATION</u>							
76,934	78,775		Full-Time Salaries	86,953	78,775	78,775	78,775
76,934	78,775	64	Total Salaries	86,953	78,775	78,775	78,775
7,994	9,290		Other Purchased Servies	12,390	5,000	5,000	5,000
7,994	9,290	65	Total Expenses	12,390	5,000	5,000	5,000
\$ 84,928	\$ 88,065		Total Recreation Budget	\$ 99,343	\$ 83,775	\$ 83,775	\$ 83,775
Actual FY'19	Approp. FY'20	It. No.		Department Requested FY'21	Administrator Recommended FY'21	Select Board Recommended FY'21	Finance & Advisory Recommended FY21
<u>543 VETERANS' SERVICE</u>							
49,057	50,477		Full-Time Salaries	52,737	53,638	53,638	53,638
49,057	50,477	66	Total Salaries	52,737	53,638	53,638	53,638
-	450		Computer Equipment	450	450	450	450
448	-		Other Purchased Services	-	-	-	-
-	-		Office Supplies	-	-	-	-
467	750		Flags	750	750	750	750
426	750		In State Travel	1,200	750	750	750
64,093	75,000		Veteran Ordinary Benefits	113,150	113,150	113,150	113,150
7,415	19,000		Veteran Fuel	-	-	-	-
475	1,900		Veteran Doctors	-	-	-	-
1,558	5,000		Veteran Medicines	-	-	-	-
175	2,000		Veteran Hospitals	-	-	-	-
798	3,000		Veteran Dentist	-	-	-	-
46,277	68,000		Veteran Other Benefits	30,000	30,000	30,000	30,000
122,133	175,850	67	Total Expenses	145,550	145,100	145,100	145,100
\$ 171,190	\$ 226,327		Total Veteran's Budget	\$ 198,287	\$ 198,738	\$ 198,738	\$ 198,738
Actual FY'19	Approp. FY'20	It. No.		Department Requested FY'21	Administrator Recommended FY'21	Select Board Recommended FY'21	Finance & Advisory Recommended FY21
<u>590 Prevention and Outreach</u>							
66,046	67,626		Full-Time Salaries	135,897	67,626	-	-
			Part-Time Salaries	35,869	-	-	-
66,046	67,626	68	Total Salaries	171,766	67,626	-	-
1,062	900		Education & Training	900	900	-	-
620	600		Advertising	600	600	600	600
1,376	3,500		Public Safety	3,500	2,000	1,000	1,000
			Outside Services	-	-	22,000	22,000
1,090	1,000		Office Supplies	14,000	1,000	1,000	1,000
4,148	6,000	69	Total Expenses	19,000	4,500	24,600	24,600
\$ 70,194	\$ 73,626		Total Substance Abuse Budget	\$ 190,766	\$ 72,126	\$ 24,600	\$ 24,600
Actual FY'19	Approp. FY'20	It. No.		Department Requested FY'21	Administrator Recommended FY'21	Select Board Recommended FY'21	Finance & Advisory Recommended FY21
<u>610 LIBRARY</u>							
464,249	539,987		Full-Time Salaries	549,562	534,035	441,223	441,223
136,896	114,410		Part-Time Salaries	161,417	111,766	107,773	107,773
-	6,500		Other Salaries (Shift Differential)	6,500	6,500	6,500	6,500
601,145	660,897	70	Total Salaries	717,479	652,301	555,496	555,496
29,120	37,666		Electric	37,666	32,000	32,000	32,000
13,739	14,000		Natural Gas	14,000	14,000	14,000	14,000
23,763	25,000		Repairs & Maintenance	30,000	25,000	25,000	25,000
300	1,000		Printing	3,000	1,000	1,000	1,000
-	240		Telephone	240	240	240	240
3,045	3,500		Office Supplies	5,000	3,500	3,500	3,500
2,885	3,200		Custodial Supplies	3,400	3,200	3,200	3,200
50,142	50,000		Other	65,000	50,000	50,000	50,000
122,994	134,606	71	Total Expenses	158,306	128,940	128,940	128,940
132,046	137,500	72	Educational Supplies	154,000	138,000	138,000	138,000
\$ 856,185	\$ 933,003		Total Library Budget	\$ 1,029,785	\$ 919,241	\$ 822,436	\$ 822,436

Actual FY'19	Approp. FY'20	lt. No.		Department Requested FY'21	Administrator Recommended FY'21	Select Board Recommended FY'21	Finance & Advisory Recommended FY21
631 ARENA							
114,444	188,090		Full-Time Salaries	186,778	170,310	170,310	170,310
76,924	66,211		Part-Time Salaries	72,570	72,564	72,564	72,564
191,369	254,301	73	Total Salaries	259,348	242,874	242,874	242,874
136,660	185,136		Electric	185,136	152,000	152,000	152,000
26,130	38,000		Natural Gas	38,000	38,000	38,000	38,000
400	-		Water	-	-	-	-
43,155	25,000		Repairs & Maintenance	25,000	25,000	25,000	25,000
7,011	2,400		Other Property Service	2,400	2,400	2,400	2,400
24,433	7,400		Other Purchased Services	7,400	7,400	7,400	7,400
5,779	500		Office Supplies	600	500	500	500
7,816	8,000		Maintenance Supplies	10,000	8,000	8,000	8,000
4,912	3,000		Custodial Supplies	4,000	3,000	3,000	3,000
11,368	500		Vehicle Supplies	500	500	500	500
242	300		Medical Supplies	1,500	300	300	300
150	150		Dues & Subscription	175	150	150	150
268,056	270,386	74	Total Expenses	274,711	237,250	237,250	237,250
\$ 459,424	\$ 524,687		Total Arena Budget	\$ 534,059	\$ 480,124	\$ 480,124	\$ 480,124
Actual FY'19	Approp. FY'20	lt. No.		Department Requested FY'21	Administrator Recommended FY'21	Select Board Recommended FY'21	Finance & Advisory Recommended FY21
<u>Maturing Debt</u>							
<u>DEBT SERVICE (P&I)</u>							
3,565,000	3,235,000		710 Principal	3,425,000	3,425,000	3,375,000	3,375,000
1,023,541	968,459		750 Interest	779,276	779,276	779,276	779,276
\$ 4,588,541	\$ 4,203,459	75	Tot. Budget-Non-Sewer Debt Serv.	\$ 4,204,276	\$ 4,204,276	\$ 4,154,276	\$ 4,154,276
<u>911 Contributory Pension</u>							
6,411,467	6,611,111		Contributory Pension Expense	6,832,347	6,832,347	6,273,630	6,273,630
\$ 6,411,467	\$ 6,611,111	76	Tot. Budget-Non-Sewer Debt Serv.	\$ 6,832,347	\$ 6,832,347	\$ 6,273,630	\$ 6,273,630
<u>912 Health Insurance</u>							
208,669	413,000		Medicare Part B Surcharge	413,000	425,000	425,000	425,000
11,175	8,500		Flex Spending Enroll Fee	8,500	8,500	8,500	8,500
1,004,064	1,000,311		Health Insurance Retirees	1,100,000	1,075,485	1,082,440	1,082,440
1,483,716	1,565,302		Health Insurance Town Employee	1,545,300	1,521,615	1,556,350	1,556,350
3,220,137	3,262,000		Health Insurance School Employee	3,480,000	3,466,071	3,275,000	3,275,000
1,694,385	1,835,235		Health Insurance Retired Teacher	1,928,000	1,887,387	1,904,850	1,904,850
249,998	300,000		Health Reimbursement Account	350,000	350,000	-	-
7,872,144	8,384,348	77	Total Health Insurance Budget	8,824,800	8,734,058	8,252,140	8,252,140

Actual FY'19	Approp. FY'20	It. No.	Department Requested FY'21	Administrator Recommended FY'21	Select Board Recommended FY'21	Finance & Advisory Recommended FY'21
<u>919 UNCLASSIFIED</u>						
24,395	125,000	78	Other Salaries	192,160	192,160	177,860
241,733	250,000	79	Workers Compensation	329,688	329,688	365,267
16,376	20,000	80	Unemployment Payments	20,000	20,000	75,000
33,311	50,000	81	Life Insurance	51,500	51,500	51,500
534,799	560,000	82	Medicare Tax	580,000	580,000	550,000
70,653	65,000	83	Fire & Police Injured on Duty	82,400	82,400	82,400
-	5,000	84	FD & PD IOD R/X & MED Coverage	5,000	5,000	5,000
81,035	85,000	85	Annual Audit/OPEB Study	85,000	77,000	78,800
71,579	63,000	86	Postage	65,000	65,000	65,000
554,528	565,000	87	Multi Peril/Liability/Auto	448,413	448,413	529,147
39,977	20,000	88	UNCLASSIFIED	15,000	7,800	11,700
467,000	75,000	89	Trash Subsidy	100,000	120,000	120,000
\$ 2,135,388	\$ 1,883,000		Total Unclassified Budget	\$ 1,974,160	\$ 1,978,960	\$ 2,111,674
<u>920 NON-DEPARTMENTAL</u>						
1,485,000	25,000	90	Stabilization	319,500	319,500	319,500
25,000	25,000	91	Capital Stabilization	183,500	183,500	183,500
5,260	5,200	92	Mass Municipal Association	5,200	5,200	5,200
-	400	93	Veterans Graves	400	400	400
2,952	3,400	94	Historical Commission	9,800	3,400	3,400
7,198	8,000	95	Memorial Day Parade	8,000	8,000	8,000
40,000	40,000	96	MVES-Resident Coordinator	40,000	40,000	20,000
\$ 1,565,410	\$ 107,000		Total Unclassified Budget	\$ 566,400	\$ 560,000	\$ 540,000
<u>950 OPEB</u>						
50,000	50,000		OPEB Expense	100,000	100,000	100,000
\$ 50,000	\$ 50,000	97	Total OPEB	\$ 100,000	\$ 100,000	\$ 100,000
\$ 67,551,815	\$ 69,391,603		TOTAL FY2021 GENERAL FUND BUDGET	\$ 73,492,200	\$ 72,036,629	\$ 68,787,878
1,814,909	1,920,476		State Assessments	2,386,538	2,386,538	2,386,538
25,050	26,437		Offsets	26,808	26,808	26,808
198,810	220,000		Overlay Reserve	200,000	200,000	200,000
\$ 2,038,769	\$ 2,166,913		Total Other Budget Items	\$ 2,613,346	\$ 2,613,346	\$ 2,613,346
\$ 69,590,584	\$ 71,558,516		Grand Total FY2020 Budget	\$ 76,105,546	\$ 74,649,975	\$ 71,401,224
\$ 10,728,979	\$ 11,334,349		TOTAL WATER & SEWER BUDGET	\$ 11,464,804	\$ 11,514,426	\$ 10,572,171
\$ 80,319,563	\$ 82,892,865		Total Budget Incl. Water & Sewer	\$ 87,570,350	\$ 86,164,401	\$ 81,973,395

Town of Stoneham
Summary of Revenues and Expenditures
July 1, 2020

	APPROVED TAX RATE FY20	DEPARTMENT REQUEST FY21	ADMINISTRATOR RECOMMENDED FY21	SELECT BOARD RECOMMENDED FY21	FINANCE & ADVISORY RECOMMENDED FY21
I. REVENUES					
TAX LEVY	49,995,241	51,765,771	51,765,771	51,765,771	51,765,771
DEBT EXCLUSION	2,025,731	1,914,125	1,914,125	1,914,125	1,914,125
NEW GROWTH	<u>507,950</u>	<u>550,000</u>	<u>550,000</u>	<u>550,000</u>	<u>550,000</u>
SUBTOTAL	52,528,922	54,229,896	54,229,896	54,229,896	54,229,896
LOCAL RECEIPTS	6,620,000	6,950,000	6,950,000	5,780,000	5,780,000
SBA REIMBURSEMENT	1,148,092	1,148,092	1,148,092	1,148,092	1,148,092
EST CHERRY SHEET	9,819,806	10,342,464	10,342,464	8,681,171	8,681,171
FREE CASH	-	-	-	-	-
INTERGOVERNMENTAL	<u>1,595,404</u>	<u>1,376,597</u>	<u>1,376,597</u>	<u>959,066</u>	<u>959,066</u>
SUBTOTAL	19,183,302	19,817,153	19,817,153	16,568,329	16,568,329
TOTAL REVENUE	71,712,224	74,047,049	74,047,049	70,798,225	70,798,225
II. EXPENSES					
TOWN BUDGETS	17,087,482	18,359,051	17,163,218	16,509,660	16,509,660
SCHOOL BUDGET	30,291,726	31,791,726	31,466,726	29,876,729	29,876,729
VOCATIONAL SCHOOL	1,153,474	1,308,900	1,487,904	1,445,229	1,445,229
SHARED EXPENSES					
HEALTH INSURANCE	8,384,348	8,824,800	8,734,058	8,252,140	8,252,140
RETIREMENT	6,611,111	6,832,347	6,832,347	6,273,630	6,273,630
MEDICARE	560,000	580,000	580,000	550,000	550,000
PROPERTY & CASUALTY INSURANCE	565,000	448,413	448,413	529,147	529,147
WORKER'S COMPENSATION	250,000	329,688	329,688	365,267	365,267
UNCOMPENSATED BALANCES	-	-	-	-	-
RESERVE FUND	100,000	125,000	110,000	100,000	100,000
DEBT	4,203,459	4,204,276	4,204,276	4,204,276	4,204,276
TOWN AUDIT	85,000	85,000	77,000	78,800	78,800
CAPITAL STABILIZATION(Non Operational)	25,000	183,500	183,500	183,500	183,500
STABILIZATION (Non Operational)	25,000	319,500	319,500	319,500	319,500
OPEB TRUST FUND(Non Operational)	50,000	100,000	100,000	100,000	100,000
OVERLAY PROVISIONS	235,157	200,000	200,000	200,000	200,000
ASSESSMENTS/OFFSETS	2,193,206	2,413,346	2,413,346	2,413,346	2,413,346
STM		-	-	-	
AMOUNT RAISED ON TAX RATE					
PRINCIPLE PAYMENT					
TAX TITLE					
TOTAL EXPENSES	71,819,963	76,105,546	74,649,975	71,401,224	71,401,224
BALANCE AVAILABLE	(107,739)	(2,058,497)	(602,926)	(603,000)	(603,000)
ONE TIME REVENUES					
FREE CASH	100,000	603,000	603,000	603,000	603,000
OVERLAY SURPLUS	15,000	-	-	-	-
EXCESS/(DEFICIT)	7,261	(1,455,497)	74	0	0
ENTERPRISE FUNDS					
WATER RECEIPTS	4,969,231	5,049,048	5,113,197	4,368,837	4,368,837
SEWER RECEIPTS	6,365,118	6,415,756	6,401,229	6,401,229	6,203,334
SEWER EXPENSES	6,365,118	6,415,756	6,401,229	6,203,334	6,203,334
WATER EXPENSES	4,969,231	5,049,048	5,113,197	4,368,837	4,368,837
TOTAL BUDGET	83,154,312	87,570,350	86,164,401	81,973,395	81,973,395